

CONFIDENTIAL

1 April 1951

ADMINISTRATIVE SERVICES OFFICE

Slot T/O

INCUMBENT

PENDING OR VACANT

GENERAL SERVICES (CONTINUED)

RECORDS MANAGEMENT AND DISTRIBUTION BRANCH (CONTINUED)

Mail & Courier Section (Continued)

25X1

GS-5 Couriers

2-5-51 as GS-4)

25X1

GS-5 Mail Supvr.

GS-4 Mail Clerk

GS-4 Secret Couriers

GS-3 Couriers

[REDACTED]

Jr. 25X1

3-21-51 (GS-3)

*

*

[REDACTED]

25X1

(GS-3) 3-29-51

[REDACTED]

(GS-3) 25X1

3-8-51

**

*

[REDACTED]

25X1

2-17-51

*

[REDACTED]

25X1

2-13-51

*

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1 April 1951

ADMINISTRATIVE SERVICES OFFICE

Slot T/O

INCUMBENT

PENDING OR VACANT

GENERAL SERVICES DIVISION (CONTINUED)

RECORDS MANAGEMENT AND DISTRIBUTION BRANCH (CONTINUED)

Mail & Courier Section (Continued)

25X1

Mail Clerk

Messenger
Messenger

**
**

25X1

25X1

Administrative Files Section

25X1

Mail & File Supvr.
File Clerk
Mail & File Clerk

File Clerk
File Clerk

Records Control Section

Methods Exam. (Records)
Methods Exam. (Microfilm)
Methods Exam. (Records)

Methods Exam. (Records)
Clerk-Stenographer

2 /
page. -

RA #3181 9-6-50
Code Clerk,

detailed here also.

25X1

T/O - General Services Division

CONFIDENTIAL

RECORDS MANAGEMENT AND DISTRIBUTION BRANCH

CONFIDENTIAL

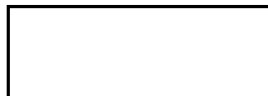
1 April 1951
OxM

Records Mgt. Officer
Intelligence Officer (V. Dec.)
Clerk-Stenographer

VACANT
VACANT
VACANT

Mail & Courier Section

Mail Supervisor
Mail Supervisor



25X1

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25X1

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UNCLASSIFIED RESTRICTED CONFIDENTIAL SECRET
Approved For Release 2005/08/24 : CIA-RDP70-00211R000300200002-3

CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO		INITIALS	DATE
1	<i>Actg. Chief, Records Mgmt & Dist. Br.</i>		
2			
3			
4			
5			
FROM		INITIALS	DATE
1	<i>Adm. Off. - Adm. Sec.</i>	<i>Heu</i>	<i>5-7-51</i>
2			
3			

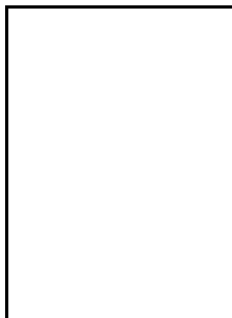
<input type="checkbox"/> APPROVAL	<input checked="" type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE
<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> RETURN
<input type="checkbox"/> COMMENT	<input type="checkbox"/> PREPARATION OF REPLY	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> RECOMMENDATION	<input checked="" type="checkbox"/> FILE

REMARKS:

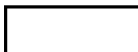
Approved For Release 2005/08/24 : CIA-RDP70-00211R000300200002-3

RECORDS MANAGEMENT AND DISTRIBUTION BRANCH

25X1
25X1



Records Mgt. Officer
Intelligence Officer
Clerk-Stenographer



Mail & Courier Section

Mail Supervisor
Mail Supervisor



~~1 May 1951~~
VACANT
VACANT
VACANT
Oxm

25X1

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CONFIDENTIAL

CONFIDENTIAL

1 May 1951

ADMINISTRATIVE SERVICES OFFICE

SLOT T/O

INCUMBENT

PENDING OR VACANT

GENERAL SERVICES DIVISION (CONTINUED)

RECORDS MANAGEMENT AND DISTRIBUTION BRANCH (CONTINUED)

Mail & Courier Section (Continued)

GS-5 Couriers

2-5-51 as GS-4)

25X1

[redacted], Jr. 25X1

3-21-51 (GS-3)

P.C. 4-18-51

*

[redacted] 25X1

(GS-3) Rep. for

[redacted] 24-51 25X1

GS-5 Mail Supvr.

GS-4 Mail Clerk

[redacted] 25X1

(GS-3) 3-29-51

**

GS-4 Secret Couriers

*

GS-3 Couriers

[redacted] 25X1

2-17-51 EOD in

Pool 4-16-51

[redacted] 25X1

2-13-51 EOD in

Pool 4-23-51

*

CONFIDENTIAL

CONFIDENTIAL

1 May 1951

ADMINISTRATIVE SERVICES OFFICESLOT T/OINCUMBENTPENDING OR VACANTGENERAL SERVICES DIVISION (CONTINUED)RECORDS MANAGEMENT AND DISTRIBUTION BRANCH (CONTINUED)Mail & Courier Section (Continued)

GS-3	Mail Clerk	(1)		**	25X1	
		(2)		**		
CPC-4	Messenger			***		
CPC-5	Messenger	(1)				
		(2)			 4-27-51	25X1
		(3)				
		(4)				25X1
		(5)		***		

Administrative Files Section

GS-7	Mail & File Supvr.			
GS-5	File Clerk			
GS-4	Mail & File Clerk			
GS-4	File Clerk			25X1
GS-4	File Clerk			

Records Control Section


GS-12	Methods Exam. (Records)			25X1
GS-11	Methods Exam. (Microfilm)			
GS-9	Methods Exam. (Records)			
GS-7	Methods Exam. (Records)			
GS-4	Clerk-Stenographer		5)	

GS-3, 2-27-51)

RR #3181 9-6-50

 GS-4 Commo Code Clerk,
detailed here also.

25X1


(See. cl. only req.
4-23-51)

25X1

☐ Total T/O - General Services Division
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